

Peacemaker Equity Application Form

Mediation | Arbitration | Private Jury Review

Case number - office use

Date lodged - office use

☐ Mediation

☐ Arbitration

☐ Private Jury Review

Before you complete this form

Identify the dispute, the basis on which Peacemaker Equity may deal with it, each alleged breach, the evidence relied upon and the exact outcome sought. Complete every relevant field or write "not applicable".

Important: A vague claim such as "breach of contract", or citing an Act without the specific provision and factual basis, may be treated as incomplete and returned for clarification. Citing legislation does not itself establish jurisdiction or prove a breach.

Process and published fees

Mediation	Filing \$200	One mediator \$120/hour	Minimum 2 hours
Arbitration	Filing \$500	Three arbitrators \$300/hour	Minimum 2 hours
Private Jury Review	Filing \$1,500	Twelve members \$1,200/hour	Minimum 2 hours

Fees are in Australian dollars. Costs are ordinarily shared equally unless agreed or ordered otherwise. Confirm current fees and payment instructions before lodging. Source: [peacemakerequity.com/rules-fees](https://www.peacemakerequity.com/rules-fees) (accessed 9 September 2026).

Mediation ordinarily follows genuine negotiation. Arbitration requires the parties to participate in at least one Peacemaker Equity mediation and genuinely attempt negotiation and mediation for at least 30 days, unless otherwise agreed. Private Jury Review is available only where permitted after an arbitration decision.

1 Applicant details

☐ Individual ☐ Company ☐ Incorporated association ☐ Partnership ☐ Trustee ☐ Other

Full legal name

Preferred name

Organisation name and ABN or ACN

Position or capacity

Residential or registered address

Postal address if different

Telephone

Email

Representative name, if any

Representative role and authority

2 Respondent details

☐ Individual ☐ Company ☐ Association ☐ Partnership ☐ Trustee ☐ Other

Full legal name

Known trading or preferred name

Organisation name and ABN or ACN

Position or capacity

Residential or registered address

Postal address if different

Telephone

Email

3 Nature of the dispute

- ☐ Contract ☐ Debt or payment ☐ Property ☐ Services ☐ Employment or workplace
- ☐ Association/governance ☐ Other

Concise summary of the dispute

In no more than 150 words, state what happened, who was involved and why a decision is needed.

Date the dispute first arose**Place or jurisdiction in which relevant events occurred****Total amount claimed, if any (AUD \$)****Estimated value of any non-monetary relief**

4 Basis for the Peacemaker Equity process

State the agreement, consent, referral, submission clause, rule or other basis said to permit Peacemaker Equity to deal with this dispute. Attach the document relied upon.

Document or source of authority**Exact clause, rule or provision****Parties bound and how consent arose****Condition that must be met before filing****Why Peacemaker Equity may deal with this dispute****Any objection or uncertainty about jurisdiction**

5 Schedule of alleged breaches

Complete one record for each separate alleged breach. Do not combine different duties, events or provisions.

Breach record 1

Breach number

Date or date range of alleged breach

Person or entity alleged to have breached

Place or method of conduct

Exact contractual term or obligation allegedly breached

Quote or accurately state the term and identify the document, clause and page.

Legislation, Act or regulation relied upon

Give the full title and jurisdiction.

Exact section and subsection

Write the precise provision, if applicable.

How the alleged conduct breaches that provision

Identify each required element and the facts said to satisfy it.

Biblical Equity principle or maxim relied upon, if applicable

State the principle and explain its relevance.

Exact act, omission or conduct alleged

State who did what, when and how.

5 Schedule of alleged breaches - continued

Complete one record for each separate alleged breach. Do not combine different duties, events or provisions.

Breach record 2

Breach number

Date or date range of alleged breach

Person or entity alleged to have breached

Place or method of conduct

Exact contractual term or obligation allegedly breached

Quote or accurately state the term and identify the document, clause and page.

Legislation, Act or regulation relied upon

Give the full title and jurisdiction.

Exact section and subsection

Write the precise provision, if applicable.

How the alleged conduct breaches that provision

Identify each required element and the facts said to satisfy it.

Biblical Equity principle or maxim relied upon, if applicable

State the principle and explain its relevance.

Exact act, omission or conduct alleged

State who did what, when and how.

5 Schedule of alleged breaches - continued

Complete one record for each separate alleged breach. Do not combine different duties, events or provisions.

Breach record 3

Breach number

Date or date range of alleged breach

Person or entity alleged to have breached

Place or method of conduct

Exact contractual term or obligation allegedly breached

Quote or accurately state the term and identify the document, clause and page.

Legislation, Act or regulation relied upon

Give the full title and jurisdiction.

Exact section and subsection

Write the precise provision, if applicable.

How the alleged conduct breaches that provision

Identify each required element and the facts said to satisfy it.

Biblical Equity principle or maxim relied upon, if applicable

State the principle and explain its relevance.

Exact act, omission or conduct alleged

State who did what, when and how.

5 Schedule of alleged breaches - continued

Complete one record for each separate alleged breach. Do not combine different duties, events or provisions.

Breach record 4

Breach number

Date or date range of alleged breach

Person or entity alleged to have breached

Place or method of conduct

Exact contractual term or obligation allegedly breached

Quote or accurately state the term and identify the document, clause and page.

Legislation, Act or regulation relied upon

Give the full title and jurisdiction.

Exact section and subsection

Write the precise provision, if applicable.

How the alleged conduct breaches that provision

Identify each required element and the facts said to satisfy it.

Biblical Equity principle or maxim relied upon, if applicable

State the principle and explain its relevance.

Exact act, omission or conduct alleged

State who did what, when and how.

6 Issues to be resolved

List each precise question you ask Peacemaker Equity to determine. Frame each issue so it can be answered by a finding or decision.

Issue 1

Issue 2

Issue 3

Issue 4

7 Connection between breach, evidence and remedy

For every alleged breach, show the logical connection between the breach, supporting evidence and requested remedy.

Breach number 1

Key facts and evidence, including annexure

Loss, consequence or right affected

Requested remedy and why it follows

Breach number 2

Key facts and evidence, including annexure

Loss, consequence or right affected

Requested remedy and why it follows

Breach number 3

Key facts and evidence, including annexure

Loss, consequence or right affected

Requested remedy and why it follows

8 Orders and remedies sought

State each exact order or remedy sought. Give precise monetary amounts and show how each amount was calculated. Attach calculations if needed.

Remedy or order 1

Amount and calculation or precise terms

Remedy or order 2

Amount and calculation or precise terms

Remedy or order 3

Amount and calculation or precise terms

Remedy or order 4

Amount and calculation or precise terms

Remedy or order 5

Amount and calculation or precise terms

Total monetary amount sought (AUD \$)

Interest sought - rate, period and calculation

Costs or filing fees sought

Alternative remedy if primary remedy cannot be granted

9 Previous negotiation, mediation or other proceedings

☐ No previous steps ☐ Negotiation attempted ☐ Mediation attempted ☐ Court, tribunal or other process

Dates and participants

Outcome or agreement reached

Why the dispute remains unresolved

Existing orders, undertakings or deadlines

Related proceeding and reference

Urgency and reason, if any

Service and contact arrangements

Address or email proposed for service

Method of service

Date served or proposed service date

Person who served or will serve

Proof of service attached

Safety, privacy or contact concern

10 Evidence and annexure schedule

Number annexures consecutively (A1, A2, A3). Refer to each annexure in the supporting statement and provide legible copies.

Annexure 1: identifier and date

Description, relevance and page range

Annexure 2: identifier and date

Description, relevance and page range

Annexure 3: identifier and date

Description, relevance and page range

Annexure 4: identifier and date

Description, relevance and page range

Annexure 5: identifier and date

Description, relevance and page range

Annexure 6: identifier and date

Description, relevance and page range

11 Witnesses

Witness 1: name and contact details

Facts within firsthand knowledge and availability

Witness 2: name and contact details

Facts within firsthand knowledge and availability

Witness 3: name and contact details

Facts within firsthand knowledge and availability

12 Mandatory Statement of Facts

Attach a separate Statement of Facts. Do not call it an affidavit or statutory declaration unless all applicable legal requirements for that document have been satisfied.

Required format

1. Use chronological order and consecutively numbered paragraphs.
2. State facts within the applicant's firsthand knowledge. Clearly identify information based on information and belief, including its source and why it is believed.
3. Refer to every supporting document by its annexure identifier and relevant page.
4. Identify the breach record and issue to which each material fact relates.
5. The applicant must sign the statement. It must be witnessed or certified by a Justice of the Peace, or another authorised witness if Peacemaker Equity permits that witness.

Applicant execution

Applicant full legal name

Capacity, if signing for an organisation

Applicant signature

Date signed

Justice of the Peace or authorised witness

I witnessed the applicant sign this Statement of Facts. I certify only the witnessing or certification described here, not the truth of the statement, unless applicable law provides otherwise.

Witness full name

Qualification and registration number, if applicable

Witness signature

Date and place witnessed

Business or contact address

Telephone or email

13 Applicant declaration

I declare that this application and its attachments are true and correct to the best of my knowledge and belief; each alleged breach, factual basis, item of evidence and remedy sought has been identified as precisely as I can; and all known related agreements, orders, proceedings and material documents have been disclosed.

Applicant full name

Capacity, if signing for an organisation

Applicant signature

Date

14 Filing checklist

- ☐ Applicant and respondent details complete
- ☐ Process and jurisdictional basis identified
- ☐ Separate record for every alleged breach
- ☐ Exact contractual term or statutory provision stated
- ☐ Specific issues and remedies stated
- ☐ Monetary calculations attached
- ☐ Breach-evidence-remedy connection completed
- ☐ Statement of Facts signed and properly witnessed
- ☐ Annexure schedule and evidence attached
- ☐ Witness and prior-process information complete
- ☐ Service information complete
- ☐ Application signed and filing fee or fee request included

Peacemaker Equity office use only

Case number

Date and time received

Receiving officer

Method received

Filing fee received, amount and receipt

Fee waived, deferred or pending

Applicant identity or authority checked

Required attachments checked

Initial completeness review

☐ Accepted for filing ☐ Provisionally accepted ☐ Returned for clarification ☐ Rejected under applicable rule

Missing or unclear information

Clarification requested and due date

Jurisdictional issue for direction

Other preliminary issue

Allocated decision maker, mediator or case manager

Date allocated

Next event and date

Notice issued and method

Internal notes